

# 2013 SARC Annual Report

## California Department of Transportation, District 4

**Alternative Names(s):** Caltrans District 4, DOT - District 4

**Agency Type(s):** Caltrans

**Report Type:** Full

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111 Grand Ave  
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Alameda County  
Jurisdiction: Oakland

*Mailing Address*

**CalRecycle Representative**

Erica Jue  
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**Number of Employees at Agency:** 1776

**Annual Report Status:** Submitted

Submitted by Edward West ([edward.c.west@dot.ca.gov](mailto:edward.c.west@dot.ca.gov)) on May 7, 2014

### Additional Annual Report Information

The information below is additional information for this annual report provided by the Agency to CalRecycle staff.

*No additional information provided.*

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**4) Pam Hansen (Supervisor) - Manager I Administrative Services**



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## Facilities

### 1) Satellite Office (10 employees)

*Facility Address*

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San Jose, CA 95122

Lucia Lee

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*Contact Address*

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### 2) Shop 4 (14 employees)

*Facility Address*

1993 Marina Blvd

San Leandro, CA 94577

Robert Salazar

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San Leandro, CA 94577

### 3) Maintenance - West Bay Main Regional Office (11 employees)

*Facility Address*

380 Foster City Boulevard

Foster City, CA 94404

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Oakland, CA 94623

### 4) Maintenance - East Bay Region (58 employees)

*Facility Address*

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San Leandro, CA 94579

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### 5) Construction Office (10 employees)

*Facility Address*

3401 Regatta Blvd

Richmond, CA 94804

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3401 Regetta

Oakland, CA 94612

### 6) Construction Lab (12 employees)

*Facility Address*

21339 Cabot Blvd

Hayward, CA 94545

Sue Graham

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**7) Construction Lab (19 employees)**

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**8) San Mateo Lab (17 employees)**

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San Mateo, CA 94402

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**9) Construction Office (14 employees)**

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**10) Fairfield Construction Trailer (10 employees)**

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2320 Courage Drive Ste. 101 & 106  
Fairfield, CA 94523-6743

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**11) Maintenance - Delta Region (14 employees)**

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2616 North Main Street  
Walnut Creek, CA 94597-2713

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Walnut Creek, CA 94596

**12) Maintenance - South Bay Region (13 employees)**

*Facility Address*  
500 Queens Ln  
San Jose, CA 95112-4311

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**13) Maintenance - Toll Bridge (16 employees)**

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San Francisco/Oakland Bay Bridge Toll  
PI  
Oakland, CA 94612

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**14) Hercules Maintenance (18 employees)**

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Hercules, CA 94547

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Walnut Creek, CA 94596

**15) Walnut Creek Landscape (22 employees)**

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Walnut Creek, CA 94596

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**16) Atioch Maintenance & Landscape (15 employees)**

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28217 Windsor Drive  
Antioch 94509, CA 94509

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**17) Rio Vista Bridge, Ferry, & Maintenance (10 employees)**

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440 Highway 12  
Rio Vista, CA 94571

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**18) Walnut Creek Regional Office (21 employees)**

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**19) Maintenance- North Bay Region (11 employees)**

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611 Payron Street  
Petaluma, CA 94952

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Petaluma, CA 94952

**20) Napa Maintenance (20 employees)**

*Facility Address*  
3161 Jefferson Street & Landscape  
Napa, CA 94558

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**21) Calistoga Maintenance (14 employees)**



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1413 Tubbs Ln  
Calistoga, CA 94515

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**22) Gilroy Maintenance** (15 employees)

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11155 N Name Uno  
Gilroy, CA 95020

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*Contact Address*  
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**23) West Bay Region Woodside Crew** (16 employees)

*Facility Address*  
5055 Farmhill Boulevard  
Woodside, CA 94062

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**24) San Rafael Construction Office** (14 employees)

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756 West Francisco, Blvd  
San Rafael, CA 94901

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**25) SFOBB-New East Span-Stockton Yard (Toll Bridge)** (12 employees)

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Oakland, CA 94607

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**26) YBI** (26 employees)

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**27) Red Top Road** (11 employees)

*Facility Address*  
Red Top Road  
Fairfield 94534, CA 94534

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*Contact Address*  
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**28) Napa Trailer Site** (10 employees)



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*Facility Address*  
2000 Redwood Rd  
Napa, CA 94558-3216

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**29) Vallejo--01** (12 employees)

*Facility Address*  
1700 Marineworld Park Way  
Vallejo, CA 94589-1962

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**30) Palo Alto** (15 employees)

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Palo Alto, CA 94304

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**31) Devil's Slide (Hwy 1) Toll Bridge** (19 employees)

*Facility Address*  
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Pacifica, CA 94044

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**32) Main Office (IT Building)** (11 employees)

*Facility Address*  
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Martinez, CA 94553-2233

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*Contact Address*  
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**33) Rhodia Trailer** (13 employees)

*Facility Address*  
60 Bridgehead Rd  
Martinez, CA 94553

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**34) Regatta Toll Bridge** (14 employees)

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3401 Regatta Blvd  
Richmond, CA 94804-4594

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**35) SAS Building** (11 employees)



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**36) Transbay Transit Terminal (13 employees)**

*Facility Address*  
151 Fremont Street  
San Francisco, CA 94105-1508

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**37) Alemany (20 employees)**

*Facility Address*  
30 Rickard St  
San Francisco, CA 94134-1224

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*Contact Address*  
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San Leandro, CA 94579

**38) Maintenance- South San Jose (16 employees)**

*Facility Address*  
6010 Monterey Hwy  
San Jose, CA 95138

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**39) Maintenance - Millbrae (11 employees)**

*Facility Address*  
Sawyer Camp Trail  
Millbrae, CA 94030

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**40) San Mateo/Hayward Bridge (12 employees)**

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Hayward, CA 94545

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**41) Half Moon Bay (10 employees)**

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2203 South Cabrillo Highway  
Half Moon Bay, CA 94019

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**42) Red Wood City Maintenance (17 employees)**



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**43) San Francisco Maintenance** (15 employees)

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**44) Milpitas Maintenance** (13 employees)

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Milpitas, CA 95035

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**45) Maintenance Cupertino** (12 employees)

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Cupertino, CA 95014

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**46) Maintenance Daly City** (20 employees)

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**47) Schellville Maintenance Station** (17 employees)

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**48) Santa Rosa Tree And Landscape** (13 employees)

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Santa Rosa, CA 95401

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**49) Geyserville Maintenance Station** (13 employees)





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**50) Sebastopol Maintenance Station** (15 employees)

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**51) Manzanita Maintenance Station** (14 employees)

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**52) Fort Ross Maintenance Station** (16 employees)

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Jenner, CA 95450

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**53) Bodega Bay Maintenance Station** (13 employees)

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**54) Point Reyes** (16 employees)

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**55) Fairfield Maintenance Office** (13 employees)

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**56) Vallejo Maintenance Station** (15 employees)



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**57) Dixon Maintenance Station** (15 employees)

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**58) Benicia Paving Crew** (10 employees)

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**59) Dumbarton Bridge** (13 employees)

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**60) South Electric** (10 employees)

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**61) Bridge Electric** (12 employees)

*Facility Address*  
SFOBB Toll Plaza  
Oakland, CA 94612

Steven Ray  
[steven\\_ray@dot.ca.gov](mailto:steven_ray@dot.ca.gov)  
Phone: (510) 317-1576  
Fax: (510) 317-1569

*Contact Address*  
1525 Hesperian Blvd  
San Leandro, CA 94579

**62) Caldecott Tunnel** (11 employees)

*Facility Address*  
West Portal Caldecott Tunnel  
Oakland, CA 94612

Steven Ray  
[steven\\_ray@dot.ca.gov](mailto:steven_ray@dot.ca.gov)  
Phone: (510) 317-1576  
Fax: (510) 317-1569

*Contact Address*  
1525 Hesperian Blvd  
San Leandro, CA 94579

**63) South Petaluma Yard** (16 employees)



State Agency Reporting Center (SARC)

*Facility Address*  
1485 Petaluma Blvd.  
Petaluma, CA 94952

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[steven\\_ray@dot.ca.gov](mailto:steven_ray@dot.ca.gov)  
Phone: (510) 317-1576  
Fax: (510) 317-1569

*Contact Address*  
1525 Hesperian Blvd  
San Leandro, CA 94579

**64) South Signs** (11 employees)

*Facility Address*  
1770 Old Middlefield Way  
Mountain View, CA 94043

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Phone: (510) 317-1576  
Fax: (510) 317-1569

*Contact Address*  
1525 Hesperian Blvd  
San Leandro, CA 94579

**65) Hesperian Maintenance** (21 employees)

*Facility Address*  
15525 Hesperian Blvd.  
San Leandro, CA 94580

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Phone: (510) 317-1576  
Fax: (510) 317-1569

*Contact Address*  
1525 Hesperian Blvd  
San Leandro, CA 94579

**66) Concord Construction** (18 employees)

*Facility Address*  
2727 Systron Dr.  
Concord, CA 94518

Dawn Chrisp  
[dawn\\_chrisp@dot.ca.gov](mailto:dawn_chrisp@dot.ca.gov)  
Phone: (510) 622-8713

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**67) Fairfield Construction** (11 employees)

*Facility Address*  
370 Chadbourne Road  
Fairfield, CA 94612

Dawn Chrisp  
[dawn\\_chrisp@dot.ca.gov](mailto:dawn_chrisp@dot.ca.gov)  
Phone: (510) 622-8713

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**68) Foster City** (11 employees)

*Facility Address*  
1101 Chess Drive  
Foster City, CA 94404

Olivia Yamashita  
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Phone: (510) 622-1792  
Fax: (510) 286-4563

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**69) Hayward Construction** (14 employees)

*Facility Address*  
25100 Santa Clara Stret  
Hayward, CA 94542

Olivia Yamashita  
[olivia\\_yamashita@dot.ca.gov](mailto:olivia_yamashita@dot.ca.gov)  
Phone: (510) 622-5948  
Fax: (510) 286-4563

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**70) Petaluma Construction Office** (12 employees)



State Agency Reporting Center (SARC)

*Facility Address*  
1009 Clegg Court Unit B  
Petaluma, CA 94954

Suzanne Graham  
[suzanne\\_graham@dot.ca.gov](mailto:suzanne_graham@dot.ca.gov)  
Phone: (510) 622-1792  
Fax: (510) 286-4563

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**71) Richmond Elect 2** (16 employees)

*Facility Address*  
3401 Regatta Blvd  
Richmond, CA 94804

Dawn Chrisp  
[dawn\\_chrisp@dot.ca.gov](mailto:dawn_chrisp@dot.ca.gov)  
Phone: (510) 622-8713

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**72) Richmond Lab Construction** (11 employees)

*Facility Address*  
3401 Regatta Blvd  
Richmond, CA 94804

Dawn Chrisp  
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Phone: (510) 622-8713

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**73) Knox Avenue** (17 employees)

*Facility Address*  
1007 Knox Ave  
San Jose, CA 95122

Olivia Yamashita  
[gregory\\_klein@dot.ca.gov](mailto:gregory_klein@dot.ca.gov)  
Phone: (415) 330-6500  
Fax: (415) 330-6515

*Contact Address*  
30 Rickard St  
San Francisco, CA 94134

**74) 'O Toole Avenue** (17 employees)

*Facility Address*  
2210 O'Toole Avenue  
San Jose, CA 95131

Olivia Yamashita  
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Fax: (510) 286-4563

*Contact Address*  
111 Grand Ave  
Oakland, CA 94612

**75) Office Of SFOBB Toll Region** (15 employees)

*Facility Address*  
355 Burma Rd  
Oakland, CA 94607

Dave Annis  
[Dave.Annis@dot.ca.gov](mailto:Dave.Annis@dot.ca.gov)  
Phone: (510) 286-0529  
Fax: (510) 834-0804

*Contact Address*  
P.O. Box 23660  
Oakland, CA 94608

**76) Burma Maintneance Yard** (14 employees)

*Facility Address*  
210 Burma Road  
Oakland, CA 94612

Bill Kimball  
[bill.kimball@dot.ca.gov](mailto:bill.kimball@dot.ca.gov)  
Phone: (510) 286-1207

*Contact Address*  
210 Burma Road  
Oakland, CA 94612

**77) Seminary Maintenance Yard** (21 employees)



Facility Address  
6220 Seminary Avenue  
Oakland, CA 94612

Bill kimball  
[bill.kimball@dot.ca.gov](mailto:bill.kimball@dot.ca.gov)  
Phone: (510) 638-1200

State Agency Reporting Center (SARC)

Contact Address  
6220 Seminary Avenue  
Oakland, CA 94612

**78) San Ramon Maintenance Yard (20 employees)**

Facility Address  
21300 San Ramon Valley Road  
San Ramon, CA 94582

Bill kimball  
[bill.kimball@dot.ca.gov](mailto:bill.kimball@dot.ca.gov)  
Phone: (925) 828-2821

Contact Address  
21300 San Ramon Valley Road  
San Ramon, CA 94582

**79) Camino Ramon Maintenance Station (16 employees)**

Facility Address  
815 Camino Ramon  
Danville, CA 94506

Bill Kimball  
[bill.kimball@dot.ca.gov](mailto:bill.kimball@dot.ca.gov)  
Phone: (925) 838-4862

Contact Address  
815 Camino Ramon  
Danville, CA 94506

## Annual Per Capita Disposal

### Employees

Total Number of Employees: 2,960

Explain who was included in this number and how was this employee number calculated.

*All employees in the District Office located (111 Grand Avenue) and in our satellite maintenance, toll, and construction office locations were included in this number. The numbers were derived from our "Personnel On Board Report" for 2013.*

### Non-Employee Population

Total number of non-employee population: 25,514

Population Type: Visitors

How was this population number determined?

*The general public as well as federal and law enforcement employees were included in this number. The total number of Non-employees was derived from the "Visitor Sign-in Sheet" records from our front desk security staff.*

### Disposal

Total amount disposed: 16,846.92 tons

How was this disposal number determined?

*The disposal number was calculated by adding the tonnage number from documents called the "Solid Waste Disposal and Recycle Reports." On each report there are columns denoted as "Amount Taken to Landfills" and "Amount Generated and Then Reused on This Job."*

**Annual Results**

	Employee Population		Non-Employee Population	
	<u>Target</u>	<u>Annual</u>	<u>Target</u>	<u>Annual</u>
Per Capita Disposal Rate (pounds/person/day):	56.4000 000000 00000	31.19	0.000000 00000000 0	3.62

**Questions**

What types of waste are still thrown away (not reused, recycled, or composted)?

*The types of materials taken to landfills the most are asphalt and concrete debris.*

What difficulties or obstacles have you had with finding ways to recycle, reuse or compost these types of wastes?

*A sizeable portion of the concrete and asphalt tends to make up some of the material that is mashed up and reused on construction jobs. However in the event that this material cannot be reused, the lack of vendors that recycle this type of debris is usually the case for the reason it is taken to landfills.*

**Programs****Recycling**

Beverage containers  
Glass  
Plastics (#3-7)  
Cardboard  
Newspaper  
Office paper (white)  
Office paper (mixed)  
Confidential shredded paper  
Copier/toner cartridges  
Scrap metal  
Wood waste  
Sludge (sewage/industrial)  
Tires  
Construction materials/debris

At the District Offices, Headquarters, and the larger field offices, typical office supplies, furniture, and equipment are recycled. For example at District 4, white paper, mixed paper, beverage containers, cardboard, and beverage containers are recycled by a vendor called Recology. Toner cartridges, computers, printers, harddrives are recycled by DGS small business vendor by the name of Hi-Tech Recycling. Hazardous materials like used batteries are recycled by a vendor called AERC Recycling. Another form of Hazardous material is fluorescent light tube recycling handled by DGS Small business vendor Omega Pacific. At some of the smaller field offices, the employees are encouraged to recycle the above-mentioned materials. For example we have deployed Battery recycling containers to field offices similar to the ones given employees in the District Office. Another source of material that Caltrans generates is a result from our construction and maintenance projects. This construction and demolition (C & D) waste debris can vary in type and amount depending on project description and location. Typical C & D waste debris may include concrete, asphalt, steel, and guard railing. Other types of materials that are generated by the Department are a result of the fleet of vehicles owned by Caltrans. Some of these materials include motor oil, engine lubricants, anti-freeze, tires, and solvents. Even though these waste materials do not count towards AB 75, they still do get recycled.

### Organics Recycling

Green Waste - On-site composting and mulching

Green Waste - Commercial pickup

Food scraps - Commercial pickup

*Bernardini Enterprises Inc. takes care of our food scraps recycling by providing us with a compactor which they service on a monthly basis. Also cooking oils are recycled by a vendor called Sirona Fuels which provides us with a 50 gallon drum that they collect when full. The company then turns this into biodiesel fuel.*

### Material Exchange

Nonprofit/school donations

State surplus (accepted by DGS)

*We have property control personnel that donates items to schools and nonprofit entities according to an approved donee list provided by the Department of General Services items like used furniture, computers, monitors, and printers.*

### Waste Prevention/Re-use

Paper forms reduction - online forms

Remanufactured toner cartridges

Electronic document storage

Intranet

Reuse of office furniture, equipment & supplies

Email vs. paper memos

*Departmental Memos are distributed to personnel through "Admin. Services Distribution Dist4" e-mails to staff. In terms of the re-use of office furniture, before personnel can buy new furniture from Prison Industry Authority we have to send our requests to employees in the DGS Surplus Warehouse in Sacramento to confirm that they do not carry something comparable. If they do then we utilize the surplus material and save the department money. In terms of Electronic document storage and paper forms reduction, if there is a departmental form we need like a Purchase Request, Property Survey Form, or a tax form for a new vendor then we can access our intranet site and print out the necessary forms. This saves the department from approximating a given set of print outs for forms to only having forms printed out when they're needed. In terms of reused toner, there are several DGS approved small vendors that we sometimes purchase remanufactured cartridges from.*

## Green Procurement

Recycled Content Product (RCP) procurement policy

Other green procurement activities (explain in Agency Program Notes below)

*The mixed paper recycling program we have at District 4 employs miniature recycle bins given to each employee. Each of these plastic blue bins are made up of recycled content material.*

*Also over the years, the Department has undergone a significant move to lower emissions from our vehicles. Caltrans has termed this "Greening the Fleet". More information on this can be found at <http://www.dot.ca.gov/hq/eqsc/CleanAir/greenfleet.htm>.*

## Training and Education

Web page (intranet or internet)

Signage (signs, posters, including labels for recycling bins)

Brochures, flyers, newsletters, publications, newspaper articles/ads

Office recycling guide, fact sheets

*Our mixed paper, beverage container, battery and other recycling programs all employ media informing our employees of these programs and which materials are to be placed in designated containers for recycle. This is in the forms of flyers, district e-mails, and a web page which may be accessed through our intranet site.*